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## Lucas County Information Services Checklist for Hardware/Software/Services

Department: CTF

Requestor: Jean Netz

Funding Account &amp; Description: check

Req. Date: January 14, 2016

Vendor: CDWG

Type of Request (check all that apply):

☒ HW ☐ SW ☐ Services/New☒ Purchase ☐ Lease ☐ Subscription☐ State Term Contract ID☐ Services/Support Renewal Original Purchase Date

Description or Nature of Request and for whom this is intended:

CTF is requesting to purchase one HP LaserJet Pro M402N. The printer will be used on the 6th floor of CTF.

Hdw/SW/Service Item Descr	Quote #	Wrrnty Term	Qty	Unit Cost	Support Cost	Total Cost
3826576 HP LaserJet Pro M402N	GSLM530		1	\$ 186.95	\$ 0.00	\$ 186.95
FREIGHT	GSLM530		1	\$ 11.29	\$ 0.00	\$ 11.29
			0	\$ 0.00	\$ 0.00	\$ 0.00
			0	\$ 0.00	\$ 0.00	\$ 0.00
			0	\$ 0.00	\$ 0.00	\$ 0.00
			0	\$ 0.00	\$ 0.00	\$ 0.00
			0	\$ 0.00	\$ 0.00	\$ 0.00
			0	\$ 0.00	\$ 0.00	\$ 0.00
			0	\$ 0.00	\$ 0.00	\$ 0.00
			0	\$ 0.00	\$ 0.00	\$ 0.00
			0	\$ 0.00	\$ 0.00	\$ 0.00

Total Request \$ 198.24

**Lucas County Information Services  
Checklist for Hardware/Software/Services  
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<b>Planned Location:</b>	<div style="border: 1px solid black; padding: 2px;">Desktop</div>	<b>If Other please specify:</b>	<div style="border: 1px solid black; height: 20px;"></div>
<b>Network Connection Required?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		
<b>LCIS installation assistance needed?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <b>Date:</b>	<div style="border: 1px solid black; width: 100px; height: 20px;"></div>	
<b>LCIS on-going support required?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		
<b>ITB or RFP completed?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A		
<b>LCIS Management review completed?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<div style="border: 1px solid black; width: 150px; height: 20px;"></div>	<b>Exclusion</b>
<b>DP Board Approved?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<div style="border: 1px solid black; width: 150px; height: 20px; padding: 2px;">Standard printer</div>	<b>Exclusion</b>
<b>DP Board Date of Approval:</b>	<div style="border: 1px solid black; width: 150px; height: 20px;"></div>		

**Business Reason or Justification:**

Replacing a failed printer.

**Comments:**

Ship To/Bill To: 1100 Jefferson Avenue, Toledo, Ohio 43604

Reviewed and prepared by Jeremy Burnat.  
Reviewed and approved by George Webb.

LCIS  
Approver  
Name

LCIS  
Approver  
Signature

*G. Webb*

Date

*1-14-2015*



CDWG.com | 800.594.4239

OE400SPS

## SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
GSLM530	10394664	1/12/2016

**BILL TO:**

JEREMY BURNAT  
1 GOVERNMENT CTR STE 400  
INFORMATION SERVICES

Accounts Payable  
TOLEDO , OH 43604-2290

Customer Phone #419.213.4037

**SHIP TO:**

LUCAS COUNTY DATA PROCESSING  
Attention To: JEREMY BURNAT  
1 GOVERNMENT CTR STE 400  
INFORMATION SERVICES

TOLEDO , OH 43604-2290  
Contact: JEREMY  
BURNAT 419.213.4664

Customer P.O. # M402N QUOTE

## ACCOUNT MANAGER

SEAN BERGQUIST 877.325.3701

## SHIPPING METHOD

FEDEX Ground

## TERMS

Request Terms

## EXEMPTION CERTIFICATE

STATE

QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	3826576	HP LASERJET PRO M402N Mfg#: C5F93A#BGJ Contract: MARKET	186.95	186.95
SUBTOTAL				186.95
FREIGHT				11.29
TAX				0.00

US Currency

**TOTAL** 198.24

CDW Government  
230 North Milwaukee Ave.  
Vernon Hills, IL 60061

Fax: 312.705.8283

**Please remit payment to:**

CDW Government  
75 Remittance Drive  
Suite 1515  
Chicago, IL 60675-1515